



State of Iowa

Department of Administrative Services

Service. Efficiency. Value.

Director Janet Phipps

What is DAS?

The Department of Administrative Services is a strategic business partner for State agencies.

Mission: *To deliver efficient and effective services to enable and support the mission and operations of our stakeholder agencies.*

Vision: *DAS will be an organization of excellence, providing services and support to meet our stakeholder agencies' needs and ever mindful of good stewardship in resource utilization.*

Fast Facts:

Annually, more than ...

- 2 million square feet of space managed and 200 acres maintained on the Capitol Complex grounds and Iowa Labs in Ankeny
- 129,000 inter-agency payment documents avoided and efficiencies achieved by electronic funds transfer via eDAS
- 80,000 employment applications reviewed
- 24,000 employee health insurance policies administered
- 875 Master Agreements (purchasing contracts) utilized by 72 agencies/bureaus spending \$119.8 million
- Over 500 events held on the Capitol Complex grounds

DAS provides human resources, facilities maintenance, procurement, fleet/motor pool, and accounting services to State agencies in the executive, judicial, and legislative branches.

... More Facts

General Services

- Reduced Capitol Complex energy usage by more than 20% since FY08
- Managed statewide:
 - 120 construction projects for:
 - 15 Agencies
 - 36 Facilities
 - 106 Buildings
 - More than 200 leases (1 million square feet of leased space)
- Processed more than 17 million mail pieces

das.iowa.gov

Human Resources

- Achieved 93.3% satisfaction among hiring authorities for qualified talent pools
- Processed nearly 80,000 applications (an average of more than 3,000 monthly)
- Offered more than 7700 professional development courses
- Consolidated HR assistance to 20 agencies and boards

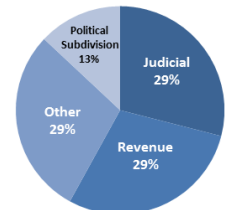
Procurement/Fleet

- Offset agency service costs by more than \$1.25 million in vendor administration fees
- Saved State agencies more than \$11.5 million through competitive process
- Reduced payment transactions by 65% when utilizing State Pcards
- Utilized 93+ % of Fleet capacity



State Accounting

- Recovered \$46 million through income offsets for government entities



- Scored 99.85% accuracy rate on payroll payments
- Issued more than 6.2 million State warrant payments (checks)

Quality Assurance

- Identified and managed contract improvements resulting in cost savings of more than \$201,000.
- Completed 52 special projects involving all areas of DAS.
- Performed 104 process and operational reviews.
- Led and/or participated in 5 agency process improvement projects.

